A MESSAGE FROM THE CONSUL GENERAL

Welcome to the US Consulate General in Johannesburg! Our consular staff and I wish to serve you promptly, efficiently, and courteously. To do so, we are distributing this brochure which contains important information you need to know BEFORE you apply for a visa.

Did you know that the overwhelming majority of non-immigrant visa (NIV) applicants are granted visas? Our NIV turnaround time is only one day? During peak periods, this office processes up to 400 visa applications per day?

We know there is always room for improvement, so our staff is constantly reviewing and refining procedures in an effort to serve you better. We are particularly interested in providing very clear information to guide you through the application process. Such guidance is available as well via our website www.travel.state.gov or www.state.gov, where you then follow the link to U.S. Embassy Pretoria. You may also call the Consular Helpline at 083-900-0800.

Consular Officials are trained to provide an array of services when posted overseas, but providing assistance to American citizens is their primary responsibility, followed by the processing of immigrant visas, and then non-immigrant visas.

Non-immigrant visas facilitate a TEMPORARY stay in the U.S., for holidays, business, study, temporary work, participation in a conference or exchange program. Should you wish to emigrate to the U.S., an NIV is not appropriate. Please contact an immigrant visa official for information regarding what is required.

Our Consular Officials understand the importance of facilitating travel to the U.S. for those who wish it or need it. They are here to help make your visit to the Consulate General as simple and stress-free as possible today and every day. We trust you will enjoy your stay in America, and return again and again!

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Sincerely,

Sue Ford Patrick

THINGS YOU SHOULD KNOW BEFORE YOU APPLY

ABOUT VISAS: Visas are a privilege, not a right. A visa gives you permission to land at a port of entry in the United States and present yourself to an officer of the U.S. Immigration and Naturalization Service (INS). Once you arrive, your passport and entry documentation will be inspected by an INS Officer, whose responsibility is to confirm your eligibility for entry into the country and your length of stay.

DETERMINING ELIGIBILITY FOR A VISA: Our Consular Officials will need a variety of information and documents from you in order to determine your eligibility for a visa. To be granted a Non-Immigrant Visa, you must overcome the presumption in Section 214b of the Immigration and Nationality Act (INA) that all visa applicants are intending to emigrate to the United States. If you can satisfy the Consular Officer that you have strong, binding ties to South Africa and do not intend to abandon your residence here, then your application should be successful. THE GREAT MAJORITY OF OUR NIV APPLICANTS ARE SUCCESSFUL!

YOUNG ADULTS: Around the world, young adult applicants have the most difficulty demonstrating binding ties to their home country. They are often single, students or new graduates, unemployed or only recently employed, and thus tend to be less financially stable. As a result, it is likely that young adult applicants will be called for an interview by a Consular Official. Young adults over the age of 18 must qualify for a visa on their own merit. Parents may not advocate for their adult children during an interview.

HOLIDAYS: Take note that our office will be closed on all American and South African holidays. A list of American holidays can be

IMPORTANT REMINDERS:

- ⇒NIVs are processed in 24 hours. You will be asked to return for your visa the next day between 2:00 and 3:00pm. SAME DAY SERVICE IS NOT AVAILABLE!
- \Rightarrow If you arrive at the Consulate by 11:30am to submit your application, you will be seen by an Officer that day.
- ⇒The Consular Official may only be able to spend a few minutes on your application, so ALL DOCUMENTATION MUST BE CLEAR AND COMPLETE.
- ⇒Your APPLICATION FEE MUST BE PAID IN CASH at any Nedbank Branch BEFORE YOU APPLY. The FEE IS NON-REFUNDABLE and does not apply to any future applications.
- ⇒Do NOT purchase your air tickets until you have your visa!

BEFORE YOU SEE THE CONSULAR OFFICIAL,

ASK YOURSELF THESE QUESTIONS

THE APPLICATION:

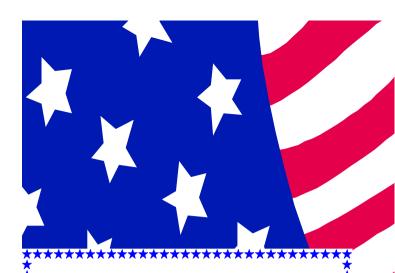
- ⇒Are all questions answered?
- ⇒Are your travel plans clear?
- ⇒Is the terrorist question included and answered?
- ⇒Is a recent photograph attached?
- ⇒Did you sign and date the application?

THE FEE:

- ⇒Did you pay the correct fee? (Equivalent of US \$45.00)
- \Rightarrow Do you have two deposit slips? (Carbon copy and computer generated one)
- $\Rightarrow\!\!$ Did you pay the fee in cash? (Checks or fund transfers are not accepted)

YOUR DOCUMENTATION:

- ⇒Is there a letter from your employer stating your position, length of employment, and salary?
- ⇒Did you include several recent pay slips?
- ⇒For students Did you include a letter from the school or university you will attend and a copy of your previous and current academic records?
- ⇒Did you include financial information? Bank statements from the previous three months are normally requested.
- ⇒If self employed, did you include appropriate documentation, such as audit statements?
- ⇒If the applicant is under 18 years of age, did you include a parent's application or a copy of the parent's visa if issued previously? Written consent of both parents is requested.
- ⇒Did you include information about your proposed trip,



IF YOU WANT TO VISIT THE UNITED STATES

on holiday on business to work to study to participate in a conference or exchange program

then you should apply for a

NON-IMMIGRANT VISA (NIV)

APPLYING FOR A NON-IMMIGRANT VISA?

HELP IS AVAILABLE!

- ⇒ Call the Consular Help Line at 083-900-0800.
- ⇒ Call the Consulate Switchboard at 011-644-8000 **WEEKDAYS FROM 3:00-5:00PM ONLY,** and ask for the visa information line. This line receives a high volume of calls, so please be patient and keep trying until you get through.
- ⇒ Visit the U.S. Embassy Visa Information website http://usembassy.state.gov/pretoria/wwwhst1.html
- ⇒ Visit the website of the Consular Affairs Bureau of the U.S. Department of State

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U.S. CONSULATE GENERAL

VISA
INFORMATION BROCHURE

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